PHOENIX COLLEGE FACULTY ASSOCIATION
Faculty Senate Meeting
Friday, Oct 20, 2017, 1:00 am – 2:30 pm
Changing Hands Bookstore
Minutes

I. General

A. Call to order, 1:16pm

B. Roll call

Officers	Senators	Guests
[✔] President Kory Ambrosich	[✔] Zone 1 Dawn Klecka arrived at 2:10pm	
	[X] Zone 1 Constance Powers	
[X] President Elect Adrianna Coronel	[X] Zone 2 Karl Schindler, arrived at 1:45pm	
	[✔] Zone 2 Debbie Webster	
[✔] Past President John Schampel	[✔] Zone 3 Amy MacPherson, arrived at 1:25pm	
	[✔] Zone 3 Rody Randon, arrvived at 1:30pm	
	[✔] Zone 3 Genevieve Winters	
[X] Treasurer/Zone 1 Scott Geddis	[✔] Zone 4 Cindy Cloud	
	[✔] Zone 4 Amy Lambert	
	[✔] Zone 4 Ana Marti-Subirana	
[✔] Secretary/Zone 2 Helice Agria		

C. Approval of the agenda

Motion	Motion	Second	Vote
Approval of October 20, 2017 Senate Agenda	Cindy Cloud, Zone 4	Amy Lambert, Zone 4	Unanimously approved

D. Approval of October 6, 2017 minutes

Motion	Vote
Approval of October 6, 2017 Senate Minutes	Voting occurred online beginning October 11, 2017. Quorum (7/12) was reached for approval on October 13, 2017.

II. Business

A. Staffing Committee Charter

i. Doubling-up for departments should try to be avoided.

ii. Fix the timeline from late September/early October to late September/October.

iii. Other discussion was around the data referenced to make decisions specifically how overload for residential faculty skews the 60:40 ratio (this is because of the RFP). Recommendation that data be presented during staffing to demonstrate how much overload in reality effects 60:40.

Motion	Motion	Second	Vote
Motion to approve with change of late September/early October to late September/ October	Cindy Cloud, Zone 4	Rody Randon, Zone 1	Unanimously approved

III. Information

A. PC Budget Task Force update – Helice

i. The Task Force presented to the Chairs on Thursday, October 19 several issues were brought forward. The Task Force has identified a model, drafted a timeline for budgeting related to planning, and identified funds involved. The timeline for the Task Force to get the work done is not realistic for providing a comprehensive plan and obtain real feedback. Recommend that Task Force needs to be ongoing and plan phased to allow for culture change and buy-in. ACTION ITEM: Kory will contact leadership in regards to the scope of and timeline for the work of the Budget Task Force.

ii. Discussion -

1. Issues

a. responsibility and authority related to managing adjunct funding and go-no-go; are the Chairs are empowered to make the decisions, etc.

b. Issues Flexibility of adjunct funding to address unexpected needs
c. Timeline of budget process needs to allow for relevant purchases (i.e. technology)
d. The scope of the Task Force is tricky as budget is affected by enrollment and yet managing enrollment is out of the scope of budget.

2. ACTION ITEM: Helice will bring these issues forward to the Budget Task Force.

B. FACPAC communication
   i. Discussion about who can be involved with the FACPAC and why.
   ii. ACTION ITEM: Kory will ask FACPAC board about individuals becoming involved tangibly in the work of the FACPAC; not just donations.

C. PC Presidential Search Committee update
   i. VPSA Meredith Warner, Faculty Senate President Kory Ambrosich, College President of SMCC Shari Olson are the Tri-Chairs
   ii. Discussion - They sent out a draft position profile with less than 24 hours turnaround for feedback. This was an issue in all of the searches. PC was able to give some feedback that we believe was helpful to clarifying the president we want as a campus.

D. Culinary Program
   i. The program is being sunsetted. Provisions are being made for the students to transfer to SCC or EMCC, and RFP processes are being followed for faculty.

E. AdAstra to determine allocation of rooms on campus
   i. This is a software that can be used to add transparency to the process of utilizing rooms around the campus, but it does rely on departments being willing to have their spaces be used.
   ii. Discussion - This brings up issues about departments paying for furniture, fixtures, and technologies and then other areas adding to wear and tear, etc. Recommendation is that the issue continue to be discussed at LT and Senate.

F. Institutional Research support for PC Senate
   i. PRIE has asked to come to meetings to help us identify data needs; the by-laws prohibit this, but she may be invited as a guest as needed AND we can reach out to her for data we think can help inform.

G. Go/No-go software from GCC now available for use at PC.
   i. ACTION: Kory get Chairs and other interested faculty access to the tool and have a training provided to those involved by GCC. CTL Chair will be trained and can then train others. Also request if they have a quick reference for this tool they can share.

H. Misc
   i. ACTION ITEM: Kory will lead a revision to our By-Laws per process to address the issue of a 20% quorum to be modified to 50% plus 1.

IV. Officer & Committee Reports

A. President's Report - no report

B. Officer Reports - no reports

V. Zone Reports - there we no issues/suggestions in the anonymous suggestion boxes.

A. Zone 1 - no report

B. Zone 2 - no report

C. Zone 3 - no report

D. Zone 4 - Ana asks about the STEAM Coordinator program and the process for hiring staff. How do they go about getting this position given that the funds have been allocated elsewhere within the department. ACTION ITEM: Kory will follow-up with Ana in regards to having the STEAM Coordinator position.

VI. Adjournment

Motion	**Motion**	**Second**	**Vote**
Motion to adjourn	Cindy Cloud, Zone 4	Amy Lambert, Zone 4	Unanimously approved

Adjourned at 2:17pm

Next Faculty Senate Meeting
PC Hacienda Room
Friday, November 3rd, 2017
1:00 – 3:00 pm

Document Handling
Approval for minutes opened on October 20.

Article 2 Senate
Section E. Quorum and Voting

1. Quorum – A majority of the Senators shall be considered a quorum.

Senators	Approve minutes?
[✔] Zone 1 Dawn Klecka	No vote
[X] Zone 1 Constance Powers	n/a
[X] Zone 1 Scott Geddis	n/a
[✔] Zone 2 Karl Schindler	Yes
[✔] Zone 2 Debbie Webster	No vote
[✔] Zone 2 Helice Agria	Yes
[✔] Zone 3 Amy MacPherson	Yes
[✔] Zone 3 Rody Randon	Yes
[✔] Zone 3 Genevieve Winters	Yes
[✔] Zone 4 Cindy Cloud	No vote
[✔] Zone 4 Amy Lambert	Yes
[✔] Zone 4 Ana Marti-Subirana	Yes

Majority reached on October 30, 2017. Confirmed by the Secretary, Helice Agria.